

Coolin Sewer District
Regular Meeting Minutes
December 6, 2023

The Coolin Sewer District Board of Directors met on December 6, 2023, at the Coolin Civic Center. Those present were Jake Copeland, Paul LaCasse, Jim Morse, and Josh Christensen. Also present were Chris Morris, Jordan Brooks, and Thad O'Sullivan. Jake called the meeting to order at 4:01pm.

UNFINISHED BUSINESS

A motion was made by Paul to dispense the minutes and approve both meeting minutes as written. The motion was seconded by Jim and carried.

A motion was made by Paul to approve the bill payments and treasurer's report. The motion was seconded by Josh and carried.

Jake asked if anyone had any adjustments for the proposed 2024 Fiscal Year Budget. There were no changes requested. Jim made a motion to approve the proposed 2024 Fiscal Year Budget. The motion was seconded by Paul and carried.

The Board discussed the proposed CIP projects that were presented at the last planning meeting (11.29.23). They directed Jordan to tell Kyle to include all the projects in the Letter of Interest to IDEQ so the District can get in line for as much funding as possible.

The Board further discussed the Idaho Wastewater Pumping Station requirements put forward by IDEQ. They determined that this will be another part of the application process when a customer is requesting a connection to the system. The District will create and have Standard STEP/Grinder Pump Drawings i.e. parts list, for each of the system set ups offered by the District (which is all dependent on property location and design). The applicant would obtain the proper Standard Drawing for their proposed system, from the District, and have a Professional Engineer of their choosing develop a PER and submit to DEQ and Coolin/District Engineer for review and approval.

Jake stated the District received notice from Robert at Selkirk Power Generation that the replacement automatic transfer switch had been delivered early. Jordan stated that she spoke with Robert, and he would notify us when it was ready to be picked up. Jake said the Board would need to choose an electrician to install the new switch. He asked what electrician's the others wanted to request bids from. It was decided to reach out to Action Electric, Ball Electric, and Eagle Electric. Jordan will request bids from each of those companies.

NEW BUSINESS

The contract for a backup operator from Idaho Rural Water Association was discussed. Jordan stated she spoke with Shelley at IRWA about the details, Shelley said they could provide basic backup coverage/licensure, but due to staff changes they were unable to offer anything more at this time. The Board and Thad read through the contract and determined the cost would be \$300 per month to cover licensing and if services are needed the cost is \$75/hour plus mileage. Jordan stated that she spoke to Shelley on the phone and in their conversation, it was discussed that if Chris were to take a day off, the backup operator would be 1-2 hours away and would only dispatch in the case of an emergency. Thad stated that the contract requires notice of 30 days for cancellation of the contract. The Board discussed and decided that this is a good option for now as a backup and that it keeps us compliant with the state. They talked about working with other Districts around the lake for other backup options. Jordan also stated that the IRWA operator would do a site visit quarterly to make sure he is up to date with any changes. A motion was made by Jim to approve the IRWA contract subject to our requirements. The motion was seconded by Paul and carried.

OPERATORS REPORT

Chris stated he replaced the grinder pumps at Bishops.

He also said that R.C. Worst brought up the pump for the North Lift Station, the one that had been at Premier Electric Motors for repair. He said when the pump was installed it was still leaking and that R.C. Worst took a video.

Jake directed Chris to follow up with R.C. Worst about the blowers and to get costs for parts.

Chris stated he needed to order grinder pumps.

Chris stated both heaters in the shop went out and need to be replaced. He told the Board of two options available at Stone Way Electric in Sandpoint. The Board directed Chris to go with the Cadet heaters because they were the more affordable option, and the District may look into getting propane installed at the shop in the near future.

EXECUTIVE SESSION

Jake read Idaho code §74-206(b) which states the authorization for the Board to go into executive session to discuss personnel matters. A motion was made by Jim to go into executive session at 4:50pm. The motion was seconded by Paul and a roll call confirmed all agreed.

A motion was made by Paul to come out of executive session at 5:22pm. The motion was seconded by Josh and a roll call confirmed all agreed.

Thad stated that because there was no action item listed for what was discussed in executive session, to add it to the next meeting agenda to be approved.

Jake stated that he would like to have a list of contractors put together, so we have an easy way to email out bid requests for future projects. Chris wrote down a list of contractors for Jordan to type up.

No further business was discussed, and a motion was made by Jim to adjourn the meeting at 5:50pm. The motion was seconded by Josh and carried.

Submitted by,

Jordan Brooks
Clerk | Treasurer
Coolin Sewer District

Coolin Sewer District

Meeting Sign in Sheet

December 6, 2023

Print your first and last name below. Thank you!

1. BILL MEYERS
2. BILL PAPERH
3. J. HALL
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